

PUBLIC WORKS COMMITTEE MEETING  
CITY HALL COUNCIL CHAMBERS  
JULY 22, 2019

MEMBERS PRESENT Jim Webber, Paul Deziel

ABSENT Sarah Atkins Hoggatt

OTHERS PRESENT Michael Mroz

Roll call taken. Chairman Webber called the meeting to order at 5:00 p.m.

PUBLIC WORKS COMMITTEE MEETING MINUTES MOTION BY Deziel, second by Webber to approve the June 24, 2019, 2019 Public Works Committee meeting minutes. MOTION CARRIED.

PUBLIC COMMENT None

UNFINISHED BUSINESS:

DISCUSSION AND POSSIBLE ACTION ON THE GENERAL PROCEDURES TO INITIATE ALLEY PAVING PROJECT Mroz provided revisions to the general procedures based on comments from the previous month's meeting. He noted that alley requests would require a signed petition by abutting properties which would then be presented to the Committee for consideration. Deziel commented on the need to include at a minimum of three alley improvements per year in the upcoming 2021-2022 capital improvement requests unless another funding source would be identified.

Motion by Deziel, second by Webber to initiate the General Procedures for alley paving projects and to implement an improvement program in the upcoming capital improvement funding cycle. MOTION CARRIED.

DISCUSSION AND POSSIBLE ACTION ON GENERAL PROCEDURES TO INITIATE A CURB AND GUTTER REPLACEMENT PROJECT Mroz provided revisions to the general procedures based on comments and suggestions from the previous month's meeting. Mroz noted that all requests would be presented to the Public Works Committee for review once a minimum of 300 lineal feet or more are received, and a funding source is available.

Motion by Deziel, second by Webber to initiate the General Procedures for curb replacements and to present the information to the Common Council at the next scheduled meeting. MOTION CARRIED.

NEW BUSINESS:

DISCUSSION AND POSSIBLE ACTION ON THE INSTALLATION OF STEPS TO ACCESS PROSPECT PARK OFF 3<sup>RD</sup> STREET Mroz provided some background information on the 3<sup>rd</sup> Street steps that access Prospect Park. He stated costs for the Parks Capital Improvement fund exceeded the budgeted amount and therefore the project was never approved.

Mroz stated staff that has identified an alternate route per the recommendation of both the Park Board and the Public Works Committee that would greatly reduce the installation costs. Mroz obtained a cost of \$14,953.54 to install the steps at the area west

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near the water utility building on 3<sup>rd</sup> Street. Noted a pedestrian crossing and a sidewalk would be installed in house.

Motion by Deziel, second by Webber to adjourn the meeting and visit the location. 5:18 p.m. MOTION CARRIED.

Motion by Deziel, second by Webber to reconvene and approve the bid of \$14,953 by Willow River Construction for the construction of the 3<sup>rd</sup> Street Steps and to utilize sidewalk replacement capital funds for the project. MOTION CARRIED.

DISCUSSION AND POSSIBLE ACTION TO REALLOCATE 2019 STREET MAINTENANCE FUNDS TO PURCHASE SPRAY PATCH MATERIALS Mroz stated the city purchased a spray patch machine a few years back for cold patching and hot patching of streets He stated the 2019 operating budget for materials was slightly increased however due to the past winter weather conditions funds have been used.

Mroz is requesting a reallocation of \$15,000 from the 2019-2020 2019 Street Maintenance capital improvement fund for purchasing materials. Noted the bids for the 2019 Street Maintenance project came in considerably less.

MOTION by Deziel, second by Webber to recommend allocating \$15,000 from the 2019 Street Maintenance capital improvement funds to be towards the purchase of spray patch materials. MOTION CARRIED.

DISCUSSION AND POSSIBLE ACTION TO APPROVE THE LOE FOR THE DEVELOPMENT OF PLANS AND SPECIFICATIONS TO RECONSTRUCT WALNUT STREET FROM 1<sup>ST</sup> STREET TO THE WALNUT STREET BRIDGE Mroz provided pictures of the condition of street on Walnut Street between 1<sup>st</sup> Street and the bridge. He commented that 95% of the traffic is pedestrian and that emergency vehicles, refuse trucks, portable restroom trucks also access the area.

Mroz presented a Letter of Engagement from Bolton & Menk in the amount of \$11,900 for design services related to the improvements for this section of street on Walnut Street. Noted an alternate option in the amount of \$19,100 included enhancements related to the Waterfront Vision Study. The Committee discussed the aesthetics for the area and agreed the improvements are needed.

MOTION by Webber, second by Deziel to proceed with the Letter of Engagement with Bolton & Menk in the amount of \$11,900 for street improvements on Walnut Street between 1<sup>st</sup> Street to the bridge.

PROJECT UPDATES

Downtown Refuse/Recycling collection during weekend events – Mroz stated issues with garbage collection over the Hudson Booster Days celebration were due to scheduling issues with Advance Disposal. Mroz stated future discussions with the event coordinators should eliminate future issues.

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2019 Street Maintenance schedule – Mroz stated the contractor is expected to begin street maintenance operations within the next few weeks.

2019 Storm Water Maintenance award of contract – Mroz stated the contract was awarded to Albrightson Excavating in the amount of \$126,058.00.

Sidewalk and pedestrian ramp inventory – Mroz stated the city-wide sidewalk and pedestrian ramp inventory is expected to be complete within the next few months. He provided the most recent maps of the inventory and stated that the trails will also be included.

Vine Street Reconstruction timeline – Mroz stated the project is on schedule. Noted weekly meetings have taken place with engineers and contractors throughout the entire project.

City Hall Window Replacement – Mroz stated the window replacement for the 2<sup>nd</sup> floor at City Hall is expected to begin sometime in August. He mentioned that the shrubbery in front of the building is in poor condition and recommended removing and replacing the landscaping during this time.

ITEMS FOR FUTURE AGENDAS None

MOTION by Deziel, second by Webber to adjourn the meeting. 6:02 p.m. MOTION CARRIED.

Submitted by,

Deb Andrews  
Secretary